

# Memorandum



**Date:** May 29, 2012

**To:** Those Listed Below

**From:** Carlos A. Gimenez  
Mayor

A handwritten signature in black ink, appearing to read "Carlos A. Gimenez".

**Subject:** Appointment of Selection Committee for Miami-Dade Seaport Department Request to Advertise for the Program Management Consultant – Project No. E11-SEA-03 (Substitution #1)

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Please be advised that due to a potential conflict with Patrick Shortal, I am substituting Mr. Shortal with Elizabeth Ogden of the Miami Dade Seaport Department. If you have any questions, please contact Veronica Clark, Assistant to the Director at (305) 375-4770.

c: Lester Sola, Director, ISD  
Bill Johnson, Director, Seaport  
Ysela Llort, Director, MDT  
John Renfrow, Director, WASD  
Kathleen Woods – Richardson, Director, PWWM  
Jack Kardys, Director, PROS  
Jack Osterholt, Deputy Mayor/Director, SPEED  
Mario Goderich, Assistant Director, Business Affairs/SPEED

Selection Committee

Mike Ramos, ISD (Non-Voting Chairperson)  
Juan Kuryla, Seaport  
Dorian Valdes, Seaport  
Elizabeth Ogden, Seaport  
Isabel Padron, MDT  
Issac Smith, WASD  
Gasper Miranda, PWWM  
Li Gurau, PROS (Alternate 1)  
Zafar Ahmed, PROS (Alternate 2)

**SELECTION COMMITTEE  
SEAPORT DEPARTMENT  
REQUEST TO ADVERTISE  
PROGRAM MANAGEMENT CONSULTANT**

**E11-SEA-03**


<b>Committee Member/ Title</b>	<b>Department</b>	<b>Start Year With County</b>	<b>Ethnicity/ Gender</b>	<b>Education</b>	<b>Professional License(s)/ Certification(s)</b>	<b>Telephone #</b>
Mike Ramos (Non-Voting Chairperson)	---	---	---	---	---	---
Juan Kuryla Deputy Director Seaport	Seaport	1989	Hispanic Male	Master of Business Administration	---	305-347-4907
Dorian Valdes Assistant Director Seaport	Seaport	1987	Hispanic Male	Bachelor of Science in Chemical Engineering / Bachelor of Arts in Chemistry	P.E.	305-347-4802
Elizabeth Ogden Chief, A/E Design Services	Seaport	1993	Caucasian Female	Bachelor of Architecture	R.A.	305-347-5521
Isabel Padron Chief Design and Engineering	MDT	1995	Hispanic Female	Master of Science in Engineering	P.E.	786-469-5260
Isaac Smith Manager Construction Contracts	WASD	1990	Black Male	Bachelor of Science in Mechanical Engineering	E.I.	786-268-5196
Gasper Miranda Assistant Director, Highway Division – Public Works	PWWM	1986	Hispanic Male	Master of Science in Public Management	P.E.	305-375-2094
Li Gurau Professional Engineer ALTERNATE 1	PROS	1999	Asian Female	Ph. D. in Engineering	P.E.	305-755-7834
Zafar Ahmed Park Planner 3 ALTERNATE 2	PROS	1993	Asian Male	Master of Urban and Regional Planning/ Bachelor of Architecture	---	305-755-7997

# Memorandum



**Date:** March 1, 2012

**To:** Those Listed Below

**From:** Carlos A. Gimenez  
Mayor 

**Subject:** Appointment of Selection Committee for Miami-Dade Seaport Department Request to Advertise for Program Management Consultant – Project No. E11-SEA-03 (Revised)

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In accordance with Administrative Order 3-34, I am hereby appointing those listed below as the Selection Committee for Miami-Dade Seaport Department Request to Advertise for Program Management Consultant – Project No. E11-SEA-03.

Selection Committee

Mike Ramos, ISD (Non-Voting Chairperson)  
Juan Kuryla, Seaport  
Dorian Valdes, Seaport  
Patrick Shortal, Seaport  
Isabel Padron, MDT  
Issac Smith, WASD  
Li Gurau, PROS  
Gasper Miranda, PWWD  
Zafar Ahmed, PROS (Alternate)

You are directed to assist me in the selection process considering the factors delineated in the solicitation. If you are unable to participate in the selection process, contact this office through Small Business Development (SBD) by memorandum from your department director documenting the reason why you cannot participate. Only in cases of **dire** urgency may you be excused from participation.

Each Selection Committee member shall be responsible for evaluating, rating and ranking the proposals based on the criteria and procedure contained in the solicitation. The Selection Committee will meet to review the written proposals. If required, the Selection Committee will select firms to make oral presentations to the Selection Committee at a properly noticed public hearing. If proposers are invited to make oral presentations, the Selection Committee may re-rate and re-rank the proposals based upon the written documents combined with the oral presentation. You may utilize staff of the issuing department and the using agency to conduct a preliminary review of the proposals for responsiveness. All requests for responsiveness determinations shall be made in writing by the issuing department to the County Attorney's Office.

The alternate committee member will serve only in the event of an approved substitution. No substitution of committee members shall be allowed after the first official meeting of the committee. The Internal Services Department (ISD) may substitute the chairperson to ensure the appropriate level of staffing expertise as deemed necessary to accommodate the needs of this solicitation.

Upon completion of the evaluation process, the Selection Committee Chairperson shall prepare and submit a memorandum to include a narrative of the evaluation and justification of the recommended firm(s) with attach supporting documentation which MUST include the following information:

Name of firm(s)  
Quality Rating Score  
Price  
Adjusted Score (if applicable)  
Committee's Overall Ranking

This report should be submitted to me through ISD for review and consideration.

As a matter of administrative policy and to maintain a fair and impartial process, all individuals appointed to the Selection Committee (including the Chairperson) and staff are instructed to refrain from discussing the solicitation with prospective lobbyist and/or consultants. Selection Committee members are reminded that in accordance with the Cone of Silence Ordinance 98-106, they are restrictions on communications regarding the solicitation with potential proposers, service providers, lobbyists, consultants, or any member of the County's professional staff. Violation of this policy could lead to termination of County service.

All questions must be directed to the staff contact person designated by the issuing department.

c: Lester Sola, Director, ISD  
Bill Johnson, Director, Seaport  
Ysela Llort, Director, MDT  
John Renfrow, Director, WASD  
Jack Kardys, Director, PROS  
Kathleen Woods – Richardson, Director, PWWD  
Jack Osterholt, Deputy Mayor/Interim Director SPEED  
Mario Goderich, Assistant Director, Economic Enhancement/SPEED

Selection Committee

Mike Ramos, ISD (Non-Voting Chairperson)  
Juan Kuryla, Seaport  
Dorian Valdes, Seaport  
Patrick Shortal, Seaport  
Isabel Padron, MDT  
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**SELECTION COMMITTEE  
SEAPORT DEPARTMENT  
REQUEST TO ADVERTISE  
PROGRAM MANAGEMENT CONSULTANT**

**E11-SEA-03**

<b>Committee Member/ Title</b>	<b>Department</b>	<b>Start Year With County</b>	<b>Ethnicity/ Gender</b>	<b>Education</b>	<b>Professional License(s)/ Certification(s)</b>	<b>Telephone #</b>
Mike Ramos (Non-Voting Chairperson)	---	---	---	---	---	---
Juan Kuryla Deputy Director Seaport	Seaport	1989	Hispanic Male	Master of Business Administration	---	305-347-4907
Dorian Valdes Assistant Director Seaport	Seaport	1987	Hispanic Male	Bachelor of Science in Chemical Engineering / Bachelor of Arts in Chemistry	P.E.	305-347-4802
Patrick Shortal Chief Seaport Engineering	Seaport	2010	Caucasian Male	Bachelor of Science in Civil Engineering	P.E.	305.329.4034
Isabel Padron Chief Design and Engineering	MDT	1995	Hispanic Female	Master of Science in Engineering	P.E.	786-469-5260
Isaac Smith Manager Construction Contracts	WASD	1990	Black Male	Bachelor of Science in Mechanical Engineering	E.I.	786-268-5196
Li Gurau Professional Engineer	PROS	1999	Asian Female	Ph. D. in Engineering	P.E.	305-755-7834
Zafar Ahmed Park Planner 3 (ALTERNATE)	PROS	1993	Asian Male	Master of Urban and Regional Planning/ Bachelor of Architecture	---	305-755-7997